

## Appendix E

### TCMD EFFECTIVENESS REPORTING SYSTEM

1. This appendix describes the TCMD effectiveness reporting system. The uses, formats, and general description of the TCMD are contained in chapter 2, paragraph B. 2. Appendix D details the actual procedures for preparing a TCMD. The reporting system outlined in this appendix is designed to provide the shippers (and their Service or Agency headquarters) with the feedback necessary to ensure TCMDs are submitted correctly and on time. The reporting system also provides a means to highlight problems within the clearance process. Currently, the reporting system is in effect only for CONUS export shipments.

#### 2. Responsibilities for the Surface Reporting Program Rest With Various Elements of the Transportation System.

a. The Military Traffic Management Command (MTMC):

(1) Prepares the reports detailing TCMD discrepancies.

(2) Distributes the reports to the shippers and the shipping Service and Agency headquarters (MILSTAMP focal points).

(3) Reviews and analyzes the reports to determine possible trends or patterns of discrepancies.

(4) Initiates specific communication with shippers to assist in identifying discrepancy causes and appropriate corrective actions. This assistance is directed first to the shippers with low effectiveness rates (below 90 percent) or a significant number of repetitive discrepancies in any error category.

(5) Takes action to correct any report preparation errors.

b. The (CONUS) shipping activities:

(1) Review and analyze the reports received from MTMC to identify the cause of TCMD deficiencies and take appropriate corrective actions.

(2) Notify MTMC when the analysis reveals the reports erroneously attribute a significant number of errors to the shipper. This notification is essential for MTMC to determine and correct the actual cause of documentation deficiencies.

(3) Report to their respective Service or Agency headquarters any circumstances which are beyond the control of the shipper and which preclude timely submission of accurate TCMDs.

**c. The Service and Agency headquarters:**

(1) Review monthly summary reports, received from MTMC, and initiate appropriate action with shipping activities which demonstrate poor performance on a continuing basis.

(2) Notify the DoD MILSTAMP System Administrator when operating conditions or other circumstances beyond Service or Agency headquarters control preclude specific shipping activities from meeting MILSTAMP standards for TCMD submission.

**d. The DoD MILSTAMP System Administrator:**

(1) Reviews reports to identify MILSTAMP system deficiencies and initiate development of necessary system revisions.

(2) Through Headquarters MTMC, ensures distribution of monthly summary reports to Service and Agency headquarters (MILSTAMP focal points) and major shippers.

(3) Takes necessary action with Service and Agency headquarters to correct system deficiencies and conducts onsite research into repetitive problems.

3. The CONUS surface reports generated by the TCMD effectiveness reporting system are explained below with examples illustrated in figures E-2 through E-4. Since these reports are produced separately for outbound shipments moving through terminals in each MTMC area, two reports (with different data) may be produced for the same shipper covering the same period.

a. The Weekly Shipper TCMD Error Listing consists of computer listings identifying the shipping activity, the specific TCMDs (by TCN) on which errors are reported, the type and quantity of errors, and an 80-column printout of the discrepant TCMD(s). The report is prepared by

MTMCEA and MTMCWA for distribution to selected shippers. The error codes used on the reports are explained in figure E-1. Figure E-2 is a sample of the weekly shipper TCMD error listing, complete with explanations of the entries.

**b.** The monthly MTMC shipper effectiveness summary consists of a statistical summary for each shipping activity which has 10 or more shipments received at a CONUS WPOE during the report month. It is prepared and forwarded by Headquarters MTMC to Service and Agency headquarters, selected shippers, and each MTMC area command.

(1) The report includes a calculated summary of the timeliness of TCMD submission as well as the accuracy of those TCMDs actually submitted. Also included is a numerical summary of the errors noted on the TCMDs. Each part of the summary is detailed separately for non-SEAVAN TCMDs, SEAVAN TCMDs, and a composite of all TCMDs.

(2) The error codes used on the report are explained in figure E-1 and figure E-3 is a sample of the monthly MTMC shipper effectiveness summary, complete with explanations of the entries.

**c.** The monthly MTMC service effectiveness summary consists of the composite performance of each shipper, grouped together and reported for each Service and Agency. The report is prepared and forwarded by Headquarters MTMC to Service and Agency headquarters and each MTMC area command. Figure E-4 is an example of the report, complete with explanations of the entries.

4. The CONUS air reports and reporting procedures will be addressed in this paragraph when developed.

## Error Codes for TCMD Effectiveness Reports

<u>Code</u>	<u>Abbreviation</u>	<u>Explanation</u>
01	MISSING TCMD	Shipper prepared TCMD not in the MTMC data base at the time of cargo receipt.
02	INV TCN	TCMD submitted with TCN containing blank(s) or invalid characters; rejected.
03	INV POE	TCMD submitted with WOE (rp 21-23) unmatched to MILSTAMP water port identifiers ( <i>appendix F21</i> ), or TCMD submitted to wrong clearance authority for POE listed; rejected.
04	INV TCON	TCMD (DI T_2, T_3, T_4) submitted with blank(s) or invalid characters in rp 4-8; rejected.
05	5 TRLR RQD	TCMD submitted without required trailer entry for out-sized dimensions (DI T_5) .
06	6 TRLR RQD	TCMD (DI TE_, TJ_) submitted without required trailer entry for round count/IMO classification (DI T_6) .
07	7 TRLR RQD	TCMD (DI TE-) submitted without required trailer entry for lot number (DI TE7) .
08	8 TRLR RQD	TCMD (DI TF_, TH_, TP_) submitted without trailer entry for ownership (DI T_8) .
09	9 TRLR RQD	TCMD submitted without required trailer entry for miscellaneous information (DI T_9) .
10	INV TAC	TCMD submitted with TAC (rp 64-67) unequal to four alphanumeric characters (other than four zeros), or unmatched to TAC edit criteria prescribed by Services and Agencies.
11	UNM CNSE	TCMD submitted with consignee field (rp 47-52) unmatched to DoD Activity Address Directory or Military Assistance Program Address Directory.
12	INV COMM	TCMD submitted with water commodity code (rp 15-17) unmatched to MILSTAMP water commodity code table ( <i>appendix F20</i> ) .
13	IN-V CGOX	TCMD for surface shipment submitted with cargo exception field (rp 18-19) unmatched to MILSTAMP type cargo and special handling tables ( <i>appendix F20</i> ) .

Figure E-1

14	CNTR W/O CNT	TCMD (D I T_2, T_3) submitted without any content (D I T_4) TCMDs .
15	INV PCS	TCMD submitted with piece field (rp 68-71) value other than as prescribed by MILSTAMP.
16	INV WT	TCMD submitted with weight field (rp 72-76) value other than as prescribed by MILSTAMP.
17	INV CUBE	TCMD submitted with cube field (rp 77-80) value other than as prescribed by MILSTAMP.
18	INV 6 TRLR	Round count and IMO classification trailer entry (DI T_6) submitted with one or more required fields containing blanks or invalid characters.
19	RESERVED	
20	RESERVED	
21	RESERVED	
22	DUPL TRLR	TCMD submitted with more than one DI T_6 or T_8 trailer entry; trailers rejected.
23	INV PRI	TCMD submitted with invalid value in priority field (rp 53); TCMD processed, priority 3 inserted.
24	INV VNOWN	Van TCMD submitted with van owner field (rp 9-12) blank or unmatched to SEAVAN owner abbreviations.
25	INV VNSZ	Van TCMD submitted with van size (rp 13-14) unequal to two numeric characters.
26	INV MODE	TCMD submitted with mode field (rp 27) unmatched to MILSTAMP mode of shipment codes (appendix F13).
27	INV PKG	TCMD submitted with type pack field (rp 28-29) unmatched to MILSTAMP type pack codes (appendix F14).
28	RESERVED	
29	RESERVED	
30	INV CDIST	Van TCMD submitted with content distribution indicator (DI T_2, rp 57) unequal to S, M, or 1 through 9.
31	INV SV SU	Van TCMD submitted with shipment unit field (DI T_2, rp 58-59) unequal to 01-99 or XX.

Figure E-1 (Cont.)

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32	INV DTE	TCMD submitted with date shipped (rp 60-62) unequal to 001-366.
33	INV ETA	TCMD submitted with ETA field (rp 63) unequal to alphanumeric character other than I and O.
34	INV INCUBE	Van TCMD submitted with inside cube capacity (DI T_2, rp 64-67) unequal to four numerics.
35	INV 5 TRLR	Outsize dimensions trailer entry (DI T_5) submitted with one or more required fields blank or containing invalid characters.
36	INV 7 TRLR	Lot number trailer entry (DI TE7) submitted with one or more required fields blank or containing invalid characters.
37	INV 8 TRLR	Ownership trailer entry (DI T_8) submitted with one or more required fields blank or containing invalid characters.
38	INV 9 TRLR	Miscellaneous information trailer entry (DI T_9) submitted with one or more required fields blank or containing invalid characters.
39	INV POD	TCMD submitted with WPOD (rp 24-26) unmatched to MILSTAMP water port identifier codes (appendix F21) .

Figure E-1 (Cont.)

## Weekly Shipper TCMD Error Listing

RCS-MT-SY-5		U NINC WEEKLY SHIPPER TOWD ERROR LISTING		84 FEB 00	
(1)	<p> <b>B63408</b>    <b>NAVY MATERIAL TRANSP OFFICE</b>  <b>BUILDING Z-133</b>  <b>US NAVAL STATION</b>  <b>NORFOLK, VA 25511</b> </p>	<p> <b>DIRECT INQUIRIES TO MTE-IT AUTOVON</b>  <b>247-7235</b>  <b>TELEPHONE (201) 05 S-7285</b> </p>	<p> <b>• . REJECT ERROR</b> </p>		
(2)	<p> <b>DIC TCON CENSR COMX POZ POD NPK</b>    <b>TCN</b>    <b>CENSR P RDD PRJ DS T TAC PCS</b>    <b>VT CUBE ERROR CODE</b>    <b>ERROR CODE</b> </p>				
(Y)	<p> <b>TX1</b>    <b>B63408 712Z9 1NJ CR1 B CT N6051432710951 XAX N60514 3</b>    <b>0360 N862 0021 00000 0000 16 INV VT</b>    <b>17 INV CUBE</b> </p>				
(4)	<p> <b>LX1</b>    <b>B63408 700291 NJ LD1 B PT X7029532796003XXX X70295 2</b>    <b>030X N862 0002 01100 0028 11 UNH CENSR</b> </p>				
(5)	<p> <b>VX1</b>    <b>16340271229 1NJ HA7 B CT X620Y1S12WW7XAZ B630313</b>    <b>0340 N121 0002 00144 0032 01 MISSING TOWD A1234567 ( 6 )</b> </p>				
	<p> <b>TJ2 09263 ARMY20 70XVZ 1NJ PK1 V TC N634084333V977TKX2 X63005 3</b>    <b>0331 1280 0001 22609 1280 11 UNH CENSR</b> </p>				
m	<p> <b>TJ9 0926S X2351 1 70XVZ 1NJ PK1 V 20 N634084333V977TKX2 X63005 3 VMO00092633N0371 6573ARMY05</b> </p>				
<p> <b>TOWDS IN ERROR</b>    <b>3</b>    <b>TOTAL SHIPPER TOWDS</b>    <b>45</b> </p>					

The numbers in parenthesis are explained below.

- (1) The shipping activity responsible for documentation as determined from rp 9-14 (DI T\_0/1) or rp 30-35 (DI T\_2/3) of the TCMD or other available documentation.
- (2) The column headings are abbreviations of the TCMD data fields based on DI T\_0 / 1 entries.
- (3) Lines in which the first position of the DI code is T, list the TCMD entries as submitted by the shipper. When the clearance authority enters data from shipper prepared manual TCMDs, the first position of the DI code is 3.
- (4) Lines in which the first position of the DI code is L, list the TCMD entries as submitted to the POE under local agreement between the shipper and the port.
- (5) Lines in which the first position of the DI code is V, list the TCMD entries made by the POE when no TCMD is in the MTMC data base when cargo is received. These lines always cite error code 01 MISSING TCMD.
- (6) When error code 01 MISSING TCMD is listed, include the number of the GBL on which the shipment was delivered to the POE. If a GBL was not used or is not available, print the abbreviated name of the vendor of delivering carrier.
- (7) The data - in rp 54-80 of all trailer data is printer consecutively, without spaces.

Figure E-2

# Monthly Shipper TCMD Effectiveness Summary

DCS-WT-ST-5				MONTHLY WTRC SHIPPER EFFECTIVENESS SUMMARY															83 OCT 06		
(1)	B63408 NAVY MATERIAL TRANSP OFFICE BUILDING 2-133 US NAVAL STATION BOPFOLK VA 23511										EASTERN AREA OCT 83										
TIMELINESS				NON-SEAVAN TCMD SUMMARY										ACCURACY				(7)			
(2)	(3)			(4)			(5)			(6)											
SHIPPER	TERMINAL	TOTAL	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER			
TCMDs	TCMDs	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs			
250	2	252	99	250	0	23	91	250	0	23	91	250	0	23	91	250	0	23			
ERROR SUMMARY																					
(8)	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18			
	1	0	0	0	0	0	0	0	0	0	21	0	0	0	0	1	1	0			
(8)	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38			
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
TIMELINESS				SEAVAN TCMD SUMMARY										ACCURACY				(7)			
(2)	(3)			(4)			(5)			(6)											
SHIPPER	TERMINAL	TOTAL	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER			
TCMDs	TCMDs	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs			
11	0	11	100	11	0	1	91	11	0	1	91	11	0	1	91	11	0	1			
ERROR SUMMARY																					
(5)	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18			
	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0			
(8)	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38			
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
TIMELINESS				COMPOSITE TCMD SUMMARY										ACCURACY				(7)			
(2)	(3)			(4)			(5)			(6)											
SHIPPER	TERMINAL	TOTAL	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER	SHIPPER			
TCMDs	TCMDs	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs	PERCENT	TCMDs			
261	2	263	99	261	0	24	91	261	0	24	91	261	0	24	91	261	0	24			
ERROR SUMMARY																					
(8)	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18			
	1	0	0	0	0	0	0	0	0	0	22	0	0	0	0	1	1	0			
(8)	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38			
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			

The numbers in parenthesis in figures E-3 and E-4 are explained below.

(1) The shipping activity responsible for documentation as determined from rp 9-14 ID L T\_0/1) Or rp 30-35 (DI T\_2/3) of the TCMD or other available documentation.

(2) SHIPPER TCMDs represents the number of prime data TCMDs available to the POE at time of cargo receipt. For the non-SEAVAN section, the figure is the number of TCMDs with DI code T\_0/1 onhand at the POE; for the SEAVAN section, TCMDs with DI code T\_2. The composite section reports the sum of the non-SEAVAN and SEAVAN TCMDs onhand.

(3) TERMINAL TCMDs represents the number of shipment units or SEAVANS arriving at the POE without advanced TCMD data. This number is the same as the number listed under error code 01 MISSING TCMD. TCMDs prepared under local agreement between the shipper and the port are counted as shipper prepared.

(4) The TIMELINESS SHIPPER PERCENT is SHIPPER TCMDs divided by TOTAL TCMDs, multiplied by 100.

(5) Shipper accuracy is based on the number of TCMDs submitted by the shipper. For the non-SEAVAN section, the figure is the number of TCMDs with DI T\_0/1 submitted; for the SEAVAN section, TCMDs with DI T\_2/3/4. Trailer data entries (T\_5 through T\_9) are included.

(6) The number listed under REJECT ERRORS and OTHER ERRORS is the number of shipper prepared TCMDs containing errors. The Weekly Shipper TCMD Error Listing (figure E-2) indicates the actual errors in each TCMD. The errors are included in the monthly report under the applicable error code. For accuracy reporting, only one error per TCMD is counted. Error code 01 is used only for computing timeliness.

(7) The PERCENT ACCURACY is the number of accurate TCMDs divided by SHIPPER TCMDs, multiplied by 100.

(8) The top line indicates the error code while the bottom line is the number of times each error was reported during the month.

Figure E-3



Monthly MTMC Shipper Effectiveness Summary

EASTERN AREA

COMPOSITE TCMD SUMMARY

SERVICE : NAVY

TIMELINESS				ACCURACY				
(1) SHIPPER	(2) SHIPPER TCMDs	(3) TERMINAL TCMDs	TOTAL TCMDs	(4) SHIPPER PERCENT	(5) SHIPPER TCMDs	(6) REJECT ERRORS	(6) OTHER ERRORS	(7) PERCENT ACCURACY
NO014 6	21	1	22	95	21	0	5	77
N00151	37	6	43	86	37	0	3	92
NO018 9	2969	0	2969	100	2969	24	319	89
NO0204	36	0	36	100	36	0	4	89
NO0210	12	0	12	100	12	0	0	100
N00216	11	1	12	91	11	0	0	100
NO0228	32	32	63	50	32	0	6	82
NO025 0	313	0	313	100.	313	0	4	99
TOTAL	3431	39	3470	99	3431	24	341	89

For explanation of notes indicated by numbers in parenthesis, see figure E-3, page E-8

Figure E-4